

CONFIDENTIAL  
Classification

REPORTS INVENTORY						CONTROL NO.	
PREPARE IN DUPLICATE						DDS/OTR/SUS-AT-21	
1. TITLE OF REPORT (If a fill-in report include Form No.) CIA Contribution to Annual Information Science Training Report(USIB/IHC/L&T)						2. TYPE OF REPORT	
						X	STATISTICAL
						X	NARRATIVE
							MACHINE-NAME LISTING
3. FUNCTIONAL AREA		PERSONNEL		X	TRAINING	ADMIN. GENERAL	
		LOGISTICS			SECURITY	OTHER (specify) All Agency	
		MEDICAL			FINANCE	Info Processing Coordinators	
4. NO. OF COPIES PREPARED		5. FREQUENCY (weekly, monthly, quarterly, etc.)				6. DISTRIBUTION (No. of components not number of copies) O/DCI,DDI, DDP,DDS and DDS&T	
12		Annual					
7. FORMAT (memorandum, form computer print-out, etc) Memo		8. ADP PROCESSING				9. DIRECTIVE AUTHORITY REQUIRING REPORT	
		X	YES	IF YES GIVE ADP PROCESSING NO.		Attach.	
			NO			B, INC-D-113.5/9, 20 May 1969	
10. PREPARING COMPONENT (include lowest level contributing information to report) SUS-AT				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) DDI: OLR/MPIC/CRS    DDS&T: UCS Trng Staff (all memos in response to SUS-AT query) DDP: SG DDS: SIPS    Total: 6 feeder reports			
12. COST FACTORS							
A. MANUAL PREPARATION AND REVIEW COSTS							
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED = COST PER YEAR
14	\$11.00		30		\$330.00	1	\$330.00
4(2)	3.20		40		128.00	1	128.00
B. COSTS OF COMPUTER PRODUCED REPORTS							
TOTAL COSTS PER YEAR						\$ 458.00	
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. This is the second annual report of this kind, the first was prepared in July 1969. This report together with the larger annual IHC report is in response to the President's PFIAB staff via USIB.							
14. FUTURE GOALS							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT						ESTIMATED SAVINGS	
RETAIN AS IS    OTHER (explain) reduce statistical input.						MAN-HOURS    DOLLARS	
CHANGE    Publish six month following the						4    \$44.00	
DISCONTINUE    end of the FY reported on						more accurate	
16. DATE OF INVENTORY		17. NAME AND TITLE OF PERSON FURNISHING INFORMATION				18. EXTENSION	
20 Sept 1970		DC/SUS-AT (Agency head or staff)					